DOCUMENT RESUME

ED 406 936 HE 030 112

TITLE	CSU Admission Handbook: Policies for Determining Undergraduate Admission.
INSTITUTION	California State Univ. and Colleges, Long Beach. Office of the Chancellor.
PUB DATE	Jan 96
NOTE	52p.
PUB TYPE	Guides - Non-Classroom (055) -- Legal/Legislative/Regulatory Materials (090)
EDRS PRICE	MF01/PC03 Plus Postage.
DESCRIPTORS	Academic Records; Academic Standards; *Admission Criteria; *College Admission; College Applicants; *Graduation Requirements; Higher Education; Prerequisites; *School Catalogs; School Registration; State Colleges; State Universities; Student Evaluation; Student Recruitment; Transfer Policy; Undergraduate Study
IDENTIFIERS	*California State University

ABSTRACT

This handbook presents admission policies that apply systemwide at all 22 campuses of the California State University. Fifty-eight key points are set out under headings including: admission requirements for first-time freshmen; honors courses; advanced standing credit; college preparatory subject requirements; waiver of foreign language requirement; high school graduation equivalency; transferring to the California State University; calculating transfer grade point average; admissions requirements for undergraduate transfers; approved alternative programs for making up missing subject requirements; placement tests; general education breadth requirements; certification of general education and graduation requirements; impacted undergraduate programs; cross-enrollment program; summary of residence requirements; and other admissions provisions. Also included is an admissions coding chart, an eligibility index table, a glossary, and a list of admissions personnel. (Contains 15 references.) (CH)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED 406 936

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☒ This document has been reproduced as received from the person or organization originating it.

☐ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

CSU *Admission Handbook*

Policies for Determining Undergraduate Admission

1996

Office of the Chancellor, The California State University
Academic Affairs, Access & Retention
400 Golden Shore, Long Beach, California 90802-4275

PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

CA State Univ

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

HE 030 112

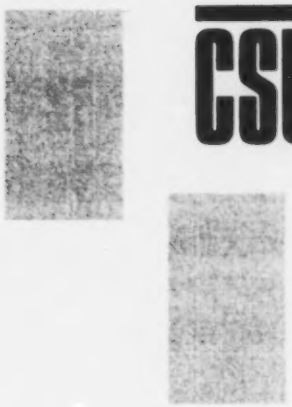
BEST COPY AVAILABLE

Nondiscrimination Policy—The California State University does not discriminate on the basis of race, color, national origin, sex, physical handicap or sexual orientation in the educational programs or activities it conducts. Title VI of the Civil Rights Act of 1964 and its implementing regulations, Title 45, Code of Federal Regulations, Part 80, Title IX of the Education Amendments of 1972, as amended, and its implementing regulations in Title 55, CFR, Part 86, and Section 504 of the Rehabilitation Act of 1973, as amended, and its implementing regulations in Title 45, CFR, Part 84, prohibit discrimination in educational programs and activities which include admission of students as well as employment. Questions regarding discrimination should be addressed either to the Director, Access and Retention, The California State University, 400 Golden Shore, Long Beach, CA 90802-4275, or to the Regional Director of the Office of Civil Rights, Region IX, 220 Main Street, 10th Floor, San Francisco, CA 94105.

Design: *Publications and Media Design Center,*
Office of the Chancellor, The California State University

Policies for Determining Undergraduate Admission

January 1996



Admission Handbook

Office of the Chancellor
The California State University

Academic Affairs, Access and Retention
400 Golden Shore
Long Beach, California 90802-4275

Table of Contents

Introduction 1
Admission Requirements for First-Time Freshmen 3
Requirements 3
Eligibility Index 3
Grade Point Average 3
Test Scores 3
College Preparatory Courses Defined 4
Student Self-Reported Grade Point Average 4
Calculating High School Grade Point Average 5
Honors Courses 6
Advanced Standing Credit 7
College Preparatory Subject Requirements 8
Alternate Admission Criteria—UC Prepared Applicants 8
American Sign Language 8
Visual and Performing Arts 9
Agricultural Courses 10
Multiple-Year Courses 10
Making up Missing College Preparatory Subjects 10
Admission Exceptions 10
Waiver of Foreign Language Requirement 11
English as a Second Language 12
English Language Examination (TOEFL) 13
High School Graduation Equivalency 14
Transferring to the CSU 15
Definition of Transfer Student 15
Continuous Attendance 15
Catalog Rights 15
Community College Transfer Credit 16
Nontraditional Credit 16
Calculating Transfer Grade Point Average 17
Definition of Transferable Units 17
Admission Requirements for Undergraduate Transfers 18
Applicants with Fewer than 56 Transferable Semester Units 18
Applicants with 56 or More Transferable Semester Units 18
Approved Alternative Programs for Making up Missing Subject Requirements 20
English 20
Mathematics 20
U.S. History 21

Approved Alternative Programs for Making Up Missing Subject Requirements (cont.)
Laboratory Science 21
Foreign Language 21
Visual and Performing Arts 21
Electives 21
Placement Tests—ELM and EPT 22
General Education-Breadth Requirements 24
GE Program 25
IGETC 25
Certification of General Education and Graduation Requirements 26
Applying for Undergraduate Admission 28
Requests to Waive Admission Application Fees 28
Impacted Undergraduate Programs 29
California's Cross Enrollment Program 30
Four-Year Degree Programs 31
Information Sources 32
Summary of Residence Requirements 33
Other Provisions for Admission 35
Admission Coding 37
Eligibility Index Tables 39-40
Definitions 41
CSU Campus Admission and Evaluation Personnel 43
References 44
Campus Map ..... Inside back cover

Introduction

Since the founding of the first state college in San Jose in 1857, the California State University (CSU) has continued to respond to the demands of new generations of Californians seeking a quality education. The CSU is committed not only to access but also to the success of students admitted to the university. Special programs are available for students who need assistance to make the most of their university studies. Learning assistance programs, counseling services and transfer academic advising are available to all students. Campuses also sponsor educational equity programs for students with special needs. CSU campuses have honors programs to respond to the needs of academically motivated students and four-year degree programs to ensure that students progress toward their degree goals in a timely manner. Recognizing that preparation is the most important variable affecting university eligibility and persistence to the baccalaureate, the CSU supports efforts to enrich the academic experience of students at both the secondary and postsecondary levels.

While each campus in the system has its own unique geographic and curricular character, all campuses are multipurpose institutions which offer undergraduate and graduate instruction for professional and occupational goals as well as broad liberal education. We recently welcomed two new campuses to the CSU system. The California Maritime Academy in Vallejo offers several programs to prepare students for careers in such areas as shipping, cruise lines, marine engineering, the Coast Guard or Navy, and maritime-related businesses. CSU Monterey Bay, located on 1,300 acres of the former Fort Ord Army Base, specializes in environmental studies, technology and international business, among other programs.

This publication presents systemwide policies that apply to all CSU campuses. Applicants and counselors can expect common undergraduate admission standards to be applied throughout the CSU system except for impacted programs and campuses (see page 29) and other occasional exceptions noted in this publication. Further information about distinctive campus requirements can be found in the respective campus catalogs.

The booklet is directed primarily toward high school and community college counselors responsible for advising students preparing for university study and toward CSU admission evaluators and admission officers who interpret documents submitted in support of applications for admission. Included are details pertaining to the subject requirements and performance criteria required to establish eligibility for admission to the CSU at all undergraduate levels: first-time freshmen, lower division transfers and upper division transfers. In addition to rules that incorporate regulations concerning admission, the booklet includes definitions of commonly used terms. Additional material is included that provides guidelines for the implementation of existing CSU policy.

Admission information specific to an academic year is included in the CSU application for admission booklet. Published yearly, application booklets are distributed by CSU campuses to high school and community colleges in their service areas. Interested individuals may contact their nearest CSU campus for copies of the admission booklet.

Additional information may be obtained from campus admission representatives listed on page 43, from CSU publications such as *CSU Review*, *Campus Highlights* and *CSU—What a Difference*! Computer accessible information is available through CSUPER-net, the Chancellor's Office Home Page and campus Home Pages (see page 32).

Admission Requirements for First-Time Freshmen

1. ***First-Time Freshman*** applicants are required to be high school graduates, to have completed the fifteen-unit comprehensive pattern of college preparatory study with grades of C or better and to have a qualifiable eligibility index.

Although regulations do not stipulate graduation from accredited high schools, the CSU does participate in the activities of the Western Association of Schools and Colleges and its Accrediting Commission for Schools and encourages California high schools to be certified by the Association.

Definition: A **unit** is equivalent to one year of high school level study of an academic subject.

2. ***Minimum Eligibility Index***—Graduates of California high schools or residents of California, as defined for tuition purposes, must have a minimum eligibility index of 2900 using the SAT I or 694 using the ACT. Nonresidents who are not graduates of a California high school must have a minimum index of 3502 using the SAT I or 842 using the ACT (see tables on pages 39-40).

Definition: The **eligibility index** is a weighted combination of high school grade point average during the final three years of high school and a score on either the American College Test (ACT) or the Scholastic Assessment Test (SAT I).

The CSU **eligibility index** is calculated by using either the ACT or SAT I as follows:

SAT I total score + (800 x high school grade point average) **or**

(10 x **ACT** composite score) + (200 x high school grade point average)

3. ***Grade Point Average***—The high school grade point average is based on the final three years (6 semesters) of high school study excluding physical education and military science courses and including bonus points for each grade of C or better in approved honors courses taken in grades 11 and 12.

Definitions: The **final three years of high school** includes work completed after grade 9, including the summer between grade 9 and 10, but prior to high school graduation.

A **five-semester high school average** is based on grades 10, 11 and the first half of grade 12.

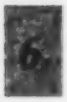
A **four-semester average** is based on grades 10 and 11.

4. ***Multiple Test Scores***—If an applicant submits multiple score reports, the highest total score from a single sitting of the examination is used.

5. ***Waiver of Test Score Requirement***—Test scores are not required to establish the admission eligibility of California residents with high school grade point averages of 3.00 or above (nonresidents 3.61 or above).

Applicants who are not required to submit test scores are encouraged to take standardized admission tests since the results are used by campuses for advising and for placement in appropriate courses. Students with scores above established levels also are eligible for waiver of the requirements for the Entry Level Mathematics examination (ELM) and the English Placement Test (EPT). See section on EPT and ELM on pages 22-23. In addition, impacted campuses and impacted enrollment categories may include test scores among the supplemental criteria required of all applicants to those campuses and enrollment categories. See Impacted Programs, page 29.

Application review is generally undertaken when applicants are enrolled in the final year of high school. CSU campuses may admit high school seniors for the following fall term based on the most complete high school record available. The notice of admission to the California State University will stipulate that the final high school transcript must confirm graduation and successful completion of coursework.



College Preparatory Courses—For purposes of admission, the California State University accepts those high school courses on the University of California list of "Courses to Meet Requirements for Admission to the University of California" ("a-f") list. Courses on the "a-f" list can be used to meet CSU requirements in the designated subject areas or may be used as electives. CSU also accepts courses in the visual and performing arts and in agriculture that are not on the "a-f" list.

Under the "High School Preparation" section in the admission application, first-time freshman applicants must report all college preparatory courses that have been completed, courses in which they are currently enrolled, and courses that they plan to complete prior to entrance into the CSU. Courses completed in summer school, or courses completed at a college for high school credit, should be included in the "High School Preparation" section and be so identified. Baccalaureate level courses completed, in progress or planned that are not noted in the "High School Preparation" section should be included in the appropriate sections of the admission application. Lower division transfer applicants (those with fewer than 56 transferable semester units) also must complete the high school preparation section of the application for admission.

Admission Based on Self-Report—A campus may make preliminary offers of admission to first-time freshman applicants whose grade point averages are 3.00 and above based upon the self-reported "High School Preparation" information included in the CSU application for admission. For applicants with grade point averages less than 3.00, SAT I or ACT scores are required, and some campuses may also require partial high school transcripts to be submitted.

Thorough and accurate completion of the application will expedite initial admission processing. *Academic performance information provided on the application is verified following receipt of the official high school transcript showing date of graduation.* Applicants for whom admission decisions cannot be made on the basis of information submitted for initial admission processing will be notified of additional information requirements by the campus.

Self-Reported Grade Point Average—Grades earned beginning with the summer following the 9th grade and including all semesters completed prior to submission of the application for admission are used to compute the self-reported grade point average. The self-reported grade point average includes grades earned in a minimum of four consecutive semesters (e.g., 10th and 11th grades). Physical education and military science courses are not included.

If a high school course has been repeated, only the higher grade need be recorded. However, if the student is currently repeating a course or plans to repeat a course, the original grade must be included in the section of the application for admission on high school preparation with a notation indicating when the course repetition is planned. The original course grade is used to calculate the grade point average if the course to be repeated has not already been completed.

Courses in mathematics and foreign language completed in the 7th and 8th grades with grades of C or higher may be included in the "High School Preparation" section if they are comparable in content to courses offered at the high school. However, no grades earned in 7th, 8th or 9th grade courses are used in the calculation of the high school grade point average.

When doing an admission check for an applicant still enrolled in the final year of high school, coursework in progress is included in the tally of required semesters of study. Admission notices issued on the basis of evaluation of a four-semester record will stipulate that coursework in progress must be completed successfully.

Although not an admission requirement, students planning to major in mathematics, the sciences (including computer science), engineering, premedicine, other science-related fields, business or economics are encouraged to complete four years of college preparatory work in mathematics.

All students are encouraged to complete college preparatory courses beyond those specified in the fifteen-unit requirement. Completion of the required number of mathematics and English courses may not be sufficient in itself. Demonstrated proficiency prior to enrollment may be required.

Calculating High School Grade Point Average

1. High school grade point averages are based upon work completed after grade 9 but prior to high school graduation. Summer sessions following grade 9 are included in the calculation. Summer sessions after grade 12, except when necessary for graduation, are excluded.
2. All courses for which a letter grade (or equivalent) and unit credit are assigned, excluding physical education and military science courses, must be included in the grade point average calculation.
3. When courses are offered for less than full unit value, fractions of course credit may be rounded, course by course, to the nearest 1/2 unit or equivalent.
4. Any grade may be repeated. Repeated courses are used only once in the grade point calculation. Use only the attempt with the highest earned grade to compute the grade point average. Units and grades accumulated by repeating courses may not be counted toward meeting any other requirement.
5. Where both an audit and letter grade are recorded for a repeated course, the letter grade takes precedence unless the transcript legend states otherwise.
6. College level work recorded on the high school transcript as meeting high school graduation requirements is used to calculate high school units and grade point average. One course of three semester (or four quarter) units is usually considered equivalent to one year of high school study.
7. Where percentage grades are used on the high school transcript and letter grade conversion is not provided, the following conversion chart should be used:

Lowest Passing Grade	***A***	***B***	***C***	***D***
75	93-100	83-92	78-82	75-77
70	91-100	80-90	73-79	70-72
65	90-100	77-89	69-76	65-68
60	88-100	74-87	64-73	60-63
50	84-100	68-83	57-67	50-56

   Where no lowest passing grade is indicated on the transcript, and where it cannot be determined from the grade and credit distribution on the transcript, 70 is considered to be lowest passing grade.
8. Plus and minus grading designations on high school courses are not used for grade point calculations.
9. To calculate the grade point average, assign 4 grade points for each unit of A, 3 points for each B, 2 points for each C, 1 point for each D and 0 points for each F. Sum the units and grade points separately; then divide the total grade points by total units to get the average. ***Example:***

Grades	***Total Units***	***Grade Points per Unit***	***Total Grade Points***
A	5	X 4 =	20
B	10	X 3 =	30
C	2	X 2 =	4
D	1	X 1 =	1
F	1	X 0 =	0
Totals	19		55

Total Grade Points ÷ Total Units = Grade Point Average

Example GPA calculation
55 ÷ 19 = 2.89 GPA

Although college preparatory subject requirements may be met through satisfactory completion of courses taken prior to the 10th grade, the grade point average used in calculating the eligibility index is based only on work completed after grade 9. Thus, a student completing Algebra I in the 9th grade (or in some instances, the 8th grade) must earn a C or better to satisfy the subject requirement, but the grade does not enter into the grade point average computed for the eligibility index.

Honors Courses

9. ***Honors Courses***—Grades in up to eight semester units of approved honors courses taken in the last two years of high school are assigned 5 points for each unit of A, 4 points for B, 3 points for C, 1 point for D and no points for F.

Courses designated as honors courses on the "a-f" list receive additional points for grade point average calculations. Titles of Honors, Advanced Placement, and International Baccalaureate courses approved for additional honors credit are *underlined* on the UC "a-f" list.

Honors credit for grade point calculation is awarded according to the following criteria and policies:

1. Grades in approved honors courses receive 5 points for each unit of A, 4 points for B, 3 points for C, 1 point for D and no points for F.

2. Courses in English, foreign language, history, laboratory science and advanced mathematics (advanced algebra, math analysis, trigonometry, precalculus, calculus) may be certified by the high schools as being taught at the honors level.

3. A maximum of four units of honors (eight semester courses) may be granted additional points.

4. Only honors courses taken in the last two years of high school may be assigned additional points.

5. Honors level courses must be limited to students meeting criteria established by the district or school that specify prerequisite courses and appropriate performance levels.

6. Honors level courses must have extended and enriched content, significantly higher performance expectations and additional workload which set them apart from regular college preparatory courses in the same subject.

7. Honors level courses must include a comprehensive written final examination.

8. A high school course that is not an Advanced Placement course shall be designated an honors level course only when there is a regular college preparatory course offered in the same subject at the same grade level.

9. Advanced Placement courses in the "a-f" college preparatory subjects are honors courses.

10. If a school offers an Advanced Placement course in addition to an honors level course in the same subject, an additional one-year course in the same subject may be certified as honors. A maximum of two year-long courses in a subject may be certified.

11. Higher Level International Baccalaureate courses listed on the UC's "a-f" list are considered to be honors courses.

12. Courses in English, foreign language, history, laboratory science and advanced mathematics (advanced algebra, math analysis, trigonometry, precalculus, calculus) completed at a regionally accredited college or university and entered on the high school transcript for high school credit will be considered honors level if they meet the above criteria and are so certified by the high school principal.

13. Documentation for courses certified as honors level must be available for review upon request by CSU officials. Such documentation should include lists of prerequisites, syllabuses, copies of final examinations and, if applicable, reports on participation and performance on Advanced Placement examinations.

14. High schools should clearly designate honors level courses on the high school transcript, preferably by the designators "H," "AP" and "IB."

Advanced Standing Credit

10. ***Advanced Placement Credit***—Students may earn up to six semester units of baccalaureate credit for each Advanced Placement examination of the College Entrance Examination Board on which the applicant receives a score of 3, 4 or 5. Campuses shall award the amount of credit recommended by the College Board.

11. ***Baccalaureate Credit***—Baccalaureate level courses taken in high school will be awarded transfer credit unless the college or university transcript designates that the courses were used to meet high school graduation requirements. Students are required to submit an official transcript from a regionally accredited college or university showing completion of baccalaureate level courses to receive such credit.

12. ***International Baccalaureate***—International Baccalaureate courses designated as honors courses on the UC "a-f" list are awarded extra grade points for computation of the high school grade point average (see pages 5-6. In addition, most CSU campuses award advanced standing credit for successful performance on Higher Level IB examinations. Information about IB credit practices is available from CSU campuses.

See transfer grade point guidelines on page 17 for further descriptions of baccalaureate credit that can be earned by means other than traditional college course enrollment.

College Preparatory Subject Requirements

Subject Requirements—The California State University requires first-time freshman applicants to complete, with a grade of C or better in each course, the following fifteen-unit* comprehensive pattern of college preparatory study:

English, 4 years.

Mathematics, 3 years: algebra, geometry and intermediate algebra.

U.S. history or U.S. history and government, 1 year.

Science, 1 year with laboratory: biology, chemistry, physics or other acceptable laboratory science.

Foreign language, 2 years in the same language (subject to waiver for applicants demonstrating equivalent competence - see pages 11-13 for details). The California Maritime Academy will waive this requirement during its transition into the CSU until fall 1998.

Visual and performing arts, 1 year: art, dance, drama/theater or music. The California Maritime Academy will waive this requirement during its transition into the CSU until fall 1998.

Electives, 3 years: selected from English, advanced mathematics, social science, history, laboratory science, foreign language, visual and performing arts, and agriculture.

*A unit is equal to one year of study in high school.

14. ***Alternate Admission Criteria—UC Prepared Applicants***—Beginning with the academic year 1995-96 and continuing through 1997-98, the CSU will conduct an admission experiment that will permit campuses to admit applicants who have completed either CSU's subject requirements or all of the UC college preparatory "a-f" requirements.

Although applicants may establish eligibility for admission to nonimpacted programs and campuses under this option, applicants are urged to complete all courses in the CSU college preparatory program. Impacted programs and campuses experiencing increases in the number of applications received may require completion of all fifteen units of CSU's specified college preparatory courses as part of supplementary admission criteria.

15. ***American Sign Language***—American Sign Language (Ameslan) courses on the University of California's "a-f" list are accepted by the CSU as meeting CSU's foreign language admission requirement.

Visual and Performing Arts—The California State University includes in its comprehensive pattern of college preparatory subjects a one-year requirement in the visual and performing arts.

The CSU accepts courses in the visual and performing arts (VPA) that provide students opportunity to gain experience and knowledge in production and performance, analysis, interpretation and evaluation, as well as historical and cultural aspects. While emphasizing the creative processes, VPA courses include theory, practice and critical thinking skills.

VPA courses typically are offered under the auspices of the music, visual art, dance, drama/theater, or visual and performing arts departments. Interdisciplinary or multi-art courses whose components are listed as meeting CSU guidelines also will meet CSU's VPA requirement. Recreational courses and courses in other departments requiring occasional use of VPA skills are not acceptable. In addition to the visual and performing arts courses appearing on the UC "a-f" list, CSU accepts other courses in aesthetics, arts criticism, arts heritage and creation/production of works of art.

Examples of visual and performing arts courses are periodically reviewed. Individual course descriptions should not be sent to the CSU for approval. When clarification of the VPA requirement is needed, guidelines are published in the *CSU Review*.

Examples of courses ***meeting*** the CSU visual and performing arts requirement:

Art: Introduction to art, art appreciation, art history, art theory, art design (two or three dimensional art), drawing, painting, ceramics, sculpture, studio art, life drawing, printmaking, museum studies, photography, art production, architectural design, global art.

Dance: Ballet, modern dance, dance performance, dance history, choreography and production jazz dance, world classical dance, dance improvisation.

Music: Music appreciation, music history, band (beginning, advanced, marching), jazz ensemble, percussion ensemble, orchestra, choir (beginning, concert), voice, music theory/harmony, instrument training (guitar, strings, winds, piano), glee, vocal ensemble, music laboratory.

Theater/ Drama: Drama, acting, directing, theater arts, history of theater or film, dramatic and video-cinemagraphic productions.

Examples of courses ***not meeting*** the CSU visual and performing arts requirement:

Art: Graphic art, yearbook, mechanical drafting, architectural drafting/drawing, computer graphics, calligraphy, cartooning, basic crafts (jewelry, knitting, weaving, needlepoint, macramé, stitchery, cake decorating, sewing), stained glass, advertising/fashion/interior design, furniture design, basic wood, plastics, silk screening, design crafts.

Dance: Aerobic dance, drill team/marching dynamics/cheerleading, recreational dance (folk, square, social), banner/ flag/baton, other dance courses in which the primary intent is physical fitness or exercise.

Theater/ Drama: Stage craft, costume design, lighting design, playwriting, speech debate, tv/video/radio production, courses in other disciplines that require performance in occasional skits.

The visual and performing arts requirement may be met by completing courses within the same discipline during one academic year or by completing semester courses in different disciplines in different academic years.

17. ***College Preparatory Agriculture Courses***—The California State University continues to accept high school agriculture courses for elective credit toward meeting the college preparatory course requirements. Courses in agriculture are not accepted by the California State University as meeting the laboratory science requirement for admission.

18. ***Year-Sequence Course***—A final grade of C or better in the second semester of a year-long course is recognized as validation of satisfactory completion of subject performance requirements.

19. ***Multiple-Year Courses***—Satisfactory completion of a final year of study validates prior study.

Completion of an advanced course in the same subject presupposes knowledge of the previous course(s). For example, satisfactory completion of a second year of a foreign language will validate the first year. The second year of algebra will validate first-year algebra but will not validate geometry.

20. ***Making up Missing College Preparatory Subjects***—Missing high school subjects may be made up by using either of the following approved alternatives, or combination of alternatives:

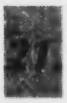
a. Complete appropriate high school courses with a C or better in adult school or high school summer sessions.

b. Complete appropriate courses in college with a C or better. One college course of three semester (or four quarter) units is usually considered equivalent to one year of high school study.

Also see Transfer Section, Items 39-45, pages 20-21.

Admission Exceptions—Admission officers and evaluators distinguish between applicants who qualify for regular admission under the alternate admission criteria from those who may qualify for admission under exception provisions. An applicant without a qualifying index, or who cannot qualify under the alternate admission provision or both, is considered to be an exception. A limited number of such applicants may be considered for admission as exceptions under the provisions of Title 5, Section 40900: *General Exceptions* or Section 40901: *Exceptions for Applicants to Special Compensatory Programs.* Final decisions to admit students as exceptions are made at the campuses. Admission to one campus as an exception does not guarantee admission to any other CSU campus.

Waiver of Foreign Language Requirement



Waiver of the Two-Year Foreign Language Study Requirement—Prospective CSU students may qualify for waiver of the foreign language study requirement by establishing competency through either of the following waiver procedures:

Documentation: Foreign language competencies may be documented through school records or similar source documents.

Assessment: Foreign language competence may be demonstrated through appropriate assessment.

Foreign language experiences judged to be comparable to two years of high school study as defined in the *Model Curriculum Standards, Grades Nine Through Twelve: Foreign Language* were recommended by a task group composed of high school and university foreign language specialists and were subsequently endorsed by the CSU Academic Senate. These experiences, together with appropriate documentation and assessment procedures, are described below.

Documentation

Formal Schooling in a Foreign Language—The applicant has completed at least three years of formal instruction in a school where a language other than English was used as a medium of instruction at least one-third of the time. Bilingual or immersion language programs in the United States are included. To satisfy this requirement, the three years of instruction must have started no earlier than age seven. Consecutive enrollment is not a requirement. Typical documentation will be the school transcript or other official document included in the student's cumulative folder. If official documents are not available, the counselor may recommend a waiver on the basis of other appropriate evidence.

Participation in Programs for Persons with Limited English Proficiency—The applicant was, at age ten or older, identified by a United States school as having limited English proficiency or was enrolled in a program for limited English proficient students, such as English as a Second Language or bilingual education courses. Typical documentation will be the school transcript or other official document included in the student's cumulative folder. If official documents are not available, the counselor may recommend a waiver on the basis of other appropriate evidence.

Service as a Tutor/Interpreter in Foreign Language—The applicant, at any time during enrollment in grades 9-12, was designated by the school principal or designee to serve as a tutor or interpreter for students or adults in a school or community setting.

Assessment

Assessment of Language Skills by the High School—The student demonstrates, through assessment, competence comparable to or exceeding the "Standards for Second Year, Nonrestricted Situations" of the *Model Curriculum Standards, Grades Nine Through Twelve: Foreign Language*. Use of a common statewide assessment instrument is not required for purposes of this provision. Locally developed assessment procedures may be used to assess language competence gained outside of the high school setting. However, the assessment used by the school or school district should meet the guidelines outlined on the following page under "Guidelines for Assessment by the Schools."

Assessment of Language Skills by a CSU Campus—If at all possible, the student's language competence should be assessed while the student is still in high school. However, should language assessment as described above not be possible, the CSU will assist with arrangements for assessment at the time of application for admission. Applicants pursuing this approach should indicate the need for assessment on the application for admission in the section requesting a listing of college preparatory subjects. The student will be required to demonstrate competence at least comparable to the criteria for Stage Two, as described by the Intersegmental Senate's "Statement on Competencies in Languages Other than English Expected of Entering Freshmen."

The provisions for waiver recognize language and cultural learning comparable to, but potentially quite different from, traditional secondary foreign language curricula. Students most likely to meet the college preparatory foreign language requirement using the alternative provisions are newcomers to the United States and those students who have been raised in households where a language other than English is spoken. It is expected that most students who are native speakers of a foreign language will qualify for waiver through documentation. It is not possible for an applicant using these provisions to receive a partial waiver (i.e., one year) of the language requirement.

Counselors should encourage students who appear to qualify for a waiver to use documentation provisions. The assessment alternatives should be used only if official documentation is not available.

Guidelines for Assessment by the Schools

For purposes of assessing language skills, the task group has defined "comparable" to mean the general ability to communicate in appropriate cultural context at the level described in the *Model Curriculum Standards*. "General ability" means that demonstration of functional proficiency in excess of the "Standards for Second Year" in any one or combination of skills may compensate for performance below the standards in other skills. Thus, it is possible for students who have oral-aural communication skills well above the standards to qualify for a waiver even though they have limited reading and/or writing abilities. Compensatory scoring recognizes the wide variance in content and kind of experience gained through language learning and acquisition.

Procedure for Verifying Eligibility for Waiver

The official high school transcript is the primary document for certification of a student's academic record. Therefore, the CSU recommends a notation on the high school transcript as evidence of the high school's determination of a student's eligibility for waiver of the college preparatory foreign language requirement. The notation on the transcript should specify the waiver provision under which the student qualifies. For example, a notation might read "CSU foreign language requirement met through formal schooling in Spanish." Other appropriate notations might include "Limited English Proficiency—Vietnamese," "Tutor/Interpreter—Mandarin," or "H.S. Assessment—Russian."

It is not necessary for the high school to submit the documents used to establish eligibility for a waiver. If not noted on the high school transcript, a letter from the school representative to a CSU admission office verifying that the student qualifies for a foreign language waiver will also be accepted. Students applying to the CSU should indicate the specific language and note "plan to waive" in the "High School Preparation" section of the application for admission.

English as a Second Language—Two consecutive semesters of advanced English as a Second Language (ESL) may be substituted for the first year of the four years of college preparatory English. Advanced ESL courses are distinguished from elementary and intermediate courses by emphasis on reading and writing comparable to that in college preparatory courses except for differences in the instructional methods and materials. Elementary and intermediate courses in ESL are not considered college preparatory for the purpose of meeting subject requirements for admission.

English Language Examination (TOEFL)—Undergraduate applicants, regardless of citizenship, whose preparatory education was principally in a language other than English must demonstrate English competency by receiving a minimum score of 500 on the Test of English as a Foreign Language (TOEFL). Students who have attended a secondary level educational institution where English was the principal language of instruction for at least three years full time will not be held to the TOEFL admission requirement. Campuses specify the conditions for meeting the requirement of three years full-time English language instruction (Title 5, Sections 40752.1 and 40802.1).

Individual campuses establish TOEFL scores based on campus specific factors such as the nature of instruction offered, the availability of instruction in English as a Second Language and student enrollment demand. CSU campuses established the following minimum TOEFL scores for admission during the 1995/96 academic year.

Bakersfield 500
Chico 500
  except for an unrestricted program of study 550
Dominguez Hills 550
Fresno 500
Fullerton 500
Hayward 525
Humboldt 550
Long Beach 500
  except for majors in
  Business 550
  Journalism 600
  Math-Computer Science 525
  Radio-TV 550
Los Angeles 550
Maritime Academy 500
Monterey Bay 525
Northridge 500
Pomona 525
Sacramento 510
San Bernardino 500
San Diego 550
San Francisco 500
San Jose 500
  except for majors in
  Engineering 550
San Luis Obispo 550
San Marcos 550
Sonoma 500
Stanislaus 500
  including part-scores of at least 50

BEST COPY AVAILABLE

High School Graduation Equivalency

24. ***Students Who Are Not High School Graduates*** may satisfy the high school graduation requirement by submitting the California Certificate of Proficiency or the General Educational Development (GED) certificate or equivalent certificates awarded by other states.

25. ***California High School Proficiency Test***—A "pass" on the California High School Proficiency Examination is considered equivalent to graduation from high school.

26. ***Tests of General Educational Development (GED)***—An applicant submitting scores on the GED has established high school graduation equivalence if the average score for the five tests is 45 or better and each score is at least 40.

27. ***Meeting Admission Requirements***—Applicants presenting the high school proficiency test or the GED are expected to meet the fifteen-unit college preparatory subject requirements and the eligibility index. Grades in courses completed after grade 9 are used to calculate the grade point average for the eligibility index.

28. ***Subject Requirement Substitution for Students with Disabilities***—Applicants with disabilities are encouraged to complete college preparatory course requirements if at all possible. If an applicant is judged unable to fulfill a specific course requirement because of the disability, alternate college preparatory courses may be substituted for specific subject requirements. Substitutions may be authorized on an individual basis after review and recommendation by an academic advisor or guidance counselor in consultation with the director of a CSU disabled student services program. Failure to complete the courses required for admission may limit later enrollment in certain majors, particularly those involving mathematics. For further information and substitution forms, please call the director of disabled student services at the nearest CSU campus.

Transferring to the CSU

***Definition:* Transfer Student**—An undergraduate transfer student generally is one who has completed 12 or more transferable units and meets the requirements for transfer admission. In some instances, students who have more than 12 transferable units may be admitted as first-time freshmen, provided they meet freshman admission requirements. Generally, this applies to students who begin their CSU studies the fall term following high school graduation, where some transfer units are used to satisfy a high school graduation requirement or were earned through Advanced Placement examinations.

The California State University assigns high priority to California Community College transfer students who have completed the first two years of the baccalaureate program, including transfer students applying for impacted programs. CSU campuses make every effort to ensure that California Community College transfer applicants originally eligible for admission as first-time freshmen are admitted to their first-choice campus.

29. ***Attendance*** during a term, regardless of the length of time, grade(s) received or the number of courses completed, is established if it results in a record of enrollment for that term on the official transcript of an accredited college.

***Definition:* College or university** refers to a regionally accredited institution that offers courses generally accepted as appropriate toward meeting baccalaureate degree requirements. Institutions that are specialized in nature may not meet this definition.

30. ***Continuous attendance*** requires attendance in at least one course for at least one term (one regular semester or two regular quarters) in each calendar year.

31. ***Catalog Rights***—Undergraduate students who have maintained continuous attendance subsequent to enrollment in a CSU or a California Community College may elect to *qualify for graduation* from the CSU under catalog requirements in effect either (1) at the time they began attending any California Community College or CSU campus, or (2) at the time they entered the CSU campus from which they will graduate, or (3) at the time they graduate from the CSU.

***Definition*: Catalog rights** refers to the specific set of requirements, as established in a CSU catalog for a specific year, which the student must satisfy to qualify for a degree. Catalog rights do not apply to admission eligibility.

Establishment of catalog rights based on first attendance at a California Community College permits community college students to plan and complete general education, the United States history, constitution and American ideals, and other nonmajor requirements. Transfer students may be required to meet updated major or minor requirements and any other requirements mandated by systemwide policy changes affecting all CSU students.

Absence related to an approved educational leave or for attendance at another accredited institution of higher learning is not considered an interruption, providing such absence does not exceed two years. The absence must be consistent with the CSU definition of educational leave and with CSU policy.

Students who have been academically disqualified may lose previously established catalog rights.

BEST COPY AVAILABLE

Community College Transfer Credit—A maximum of 70 semester units (105 quarter units) earned in a community college may be applied toward a CSU degree. Transfer credit is not awarded for professional courses in education other than introduction to education courses. No upper division credit is allowed for courses taken in a community college.

Nontraditional Credit—Credit earned by means other than traditional college course enrollment is used to determine admission eligibility as follows:

a. Baccalaureate credit certified by the Defense Activities in Nontraditional Support (DANTES) to a maximum of 24 semester (36 quarter) units;

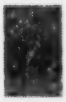
b. Standardized examinations designated for systemwide credit in CSU Executive Order No. 365 or any executive order that supersedes it;

c. The Advanced Placement examinations of the College Entrance Examination Board on which the applicant receives a score of 3, 4 or up to 6 semester units as recommended by CEEB;

d. Credit for basic training in the military service following the recommendations of the American Council on Education's Commission on Educational Credit and Credentials;

e. Civilian and military courses and schools recommended for credit by the American Council on Education's Commission on Educational Credit and Credentials (see CSU Executive Order No. 366). Military courses and schools must be documented by forms DD214 or DD295.

Calculating Transfer Grade Point Average



Calculation of Transfer Grade Point Average includes all transferable units.

***Definition*—Transferable units** are credit values for courses recommended by the faculty of a regionally accredited college or university and either certified or otherwise designated as appropriate for baccalaureate credit by the institution and therefore acceptable at least as elective credit by the CSU.

1. Use only units from transferable courses to calculate grade point averages.

2. Convert quarter units to semester units by multiplying quarter units by .667. Convert semester units to quarter units by multiplying semester units by 1.5.

3. Calculate the grade point average by first assigning 4 grade points for each unit of A, 3 points for each B, 2 points for each C, 1 point for each D and 0 points for each F. Then divide the total grade points by the total units attempted to get the average. A campus may elect to take into account plus and minus designations used in combination with letter grades by adding .3 for each plus and subtracting .3 for each minus, except that no grade point value shall be less than 0 or greater than 4.0.

4. Honor the grading policies of the institution where credit was earned by accepting at face value official transcript entries including those reflecting academic renewal, repeat grades and incomplete grades. Courses graded Pass/No Pass or Credit/No Credit shall be computed at neutral value, except where specifically identified as equivalent to a grade less than C.

5. Accept transfer extension credit (including correspondence credit) provided the number does not exceed 24 semester (36 quarter) units, provided the credits are for baccalaureate courses as defined in Executive Order No. 167, and provided the credits are applicable to the applicant's degree objective.

6. Evaluate transfer course grades or symbols used to designate unsatisfactory, failing or nonpassing work at time of withdrawal (such as UW, WU and WF) as failing grades unless otherwise defined by the institution assigning the grades.

7. The grade point average is calculated by using the following formula:

Total Grade Points + Total Units = GPA

BEST COPY AVAILABLE

Admission Requirements for Undergraduate Transfers

Transfer Applicants with Fewer than 56 Transferable Semester Units

Transfer applicants with fewer than 56 semester units (84 quarter units) must have a grade point of 2.0 (C) or better in all transferable units attempted, be in good standing at the last college or university attended and qualify for admission as first-time freshmen. To establish eligibility as a first-time freshman, CSU uses freshman admission criteria in effect either for the term of application to the CSU or for the term following the applicant's graduation from high school, provided the applicant has been in continuous attendance at a college since graduation from high school. This "grandfather provision" guarantees that CSU eligible first-time freshmen who elect to enroll in other accredited colleges and universities prior to transfer to CSU are not affected by later changes in transfer admission requirements. For transfer applicants, the date of high school graduation has importance in determining which admission criteria are used to establish that the applicants would have been eligible as first-time freshmen.

***Definition*—Good standing** means that at the time of application for admission to the CSU and at the time of admission, the applicant was not under disciplinary or academic suspension, dismissal, expulsion or similar action by the last college or university attended or was not under disciplinary suspension, dismissal, expulsion or similar action at any of the California State University campuses.

Transfer Applicants with Fewer than 56 Transferable Semester Units (84 quarter units) must have a grade point average of 2.0 (C) or better in all transferable units attempted, be in good standing at the last college or university attended and meet any of the following eligibility standards:

a. ***Transfer Based on Current Admission Criteria***—The applicant meets the freshman admission requirements in effect for the term for which application is being made; or

b. ***Transfer Based on High School Eligibility***—The applicant was eligible as a freshman at the time of high school graduation and has been in continuous attendance in an accredited college since high school graduation; or

c. ***Transfer Based on Making up Missing Subject***—The applicant had a qualifiable eligibility index at the time of high school graduation and has made up any missing college preparatory subject requirements with a grade of C or better, and has been in continuous attendance in an accredited college since high school graduation. (See section on making up missing subject requirements that begins on page 20.)

Transfer Applicants with 56 or More Transferable Semester Units

Applicants with 56 or More Transferable Semester Units (84 quarter units) must have an overall grade point average of 2.0 (C) or better (2.4 for nonresidents) in transferable units attempted, be in good standing at the last college or university attended and meet any of the following standards:

1988 and Later High School Graduates:

a. Complete all subject requirements in effect at the time of high school graduation (both high school and college coursework may be used to meet the college preparatory course requirements), or

b. Complete with a grade of C or better in each course a minimum of 30 semester (45 quarter) units selected from courses in English, arts and humanities, social science, science and mathematics of at least equivalent level to courses that meet CSU General Education-Breadth or Intersegmental General Education Transfer Curriculum requirements. All CSU general education requirements in communication in the English language (at least 9 semester units) and in mathematics (usually 3 semester units) must be completed as part of the 30-semester unit requirement. The remainder of the units can be selected from any of the designated areas.

Applicants Who Graduated from High School Prior to 1988:

a. Complete 4 years high school English and 2 years high school mathematics, with grades C or better; or

b. Complete a baccalaureate course with a grade of C or better that meets CSU general education requirements in written communication and a course with a grade of C or better that meets the general education requirement in mathematics/quantitative reasoning; or

c. Complete IGETC requirements in English composition and mathematical concepts and quantitative reasoning. The course meeting the general education mathematics requirement must be above the level of intermediate algebra.

Upper division transfer applicants who establish eligibility through completion of the 56 transferable units as described above are not required to have maintained continuous attendance.

Admission Exceptions—Campuses have the authority to consider as **"exceptions"** students who do not meet CSU admission standards but are judged as having the potential to succeed. While some campuses may consider students who do not have a C or better in courses required for admission, admission as an exception *is limited* and is based on the judgment of the local campus authority. Admission as an exception to one CSU campus does not guarantee admission to any other campus. Students who may be admitted with D grades under "exception" provisions should be advised that campuses may require certain courses to be repeated and minimum grades of C earned as a graduation requirement.

Approved Alternative Programs for Making up Missing Subject Requirements

Prospective applicants who are otherwise eligible for CSU admission but have not completed all high school college preparatory subject requirements have several alternatives for making up deficiencies. Among these is the option of completing a baccalaureate level course. Baccalaureate level courses receive baccalaureate credit and may count toward meeting general education requirements if so certified by the offering institution; and they may be used to satisfy major requirements if so applicable.

The fifteen-unit college preparatory subject requirement defines the course requirements for admission. These requirements are for courses at the high school level. Admission course requirements for first-time freshmen or transfers should not be confused with satisfaction of general education requirements. See pages 24-25 for additional information about general education requirements.

Missing High School Subjects may be made up by using either of the following approved alternatives, or combination of alternatives:

a. Complete appropriate high school courses with grades of C or better in adult school or high school summer sessions.

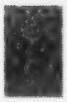
b. Complete appropriate courses in college with grades of C or better.

c. Earn acceptable score on specified examinations.

Nonbaccalaureate level courses offered by colleges and universities may be used to clear high school deficiencies but are not awarded baccalaureate credit.

High School/College Unit Equivalency—One college level course of at least 3 semester units or 4 quarter units is usually considered equivalent to one year of high school study.

Items 39-45 describe various methods of making up college preparatory course deficiencies that also may be used to meet CSU general education, state, major or elective requirements.



The English Requirement may be satisfied by:

a. Earning a 3, 4 or 5 on the Advanced Placement English Language and Composition or English Literature and Composition examinations; or

b. Earning a 660 or better on the SAT II Writing Test (See Item 46 for details); or

c. Completing a baccalaureate level course with a C or better that meets the CSU General Education-Breadth requirement in written communication in English, or the IGETC English composition requirement.

The Mathematics Requirement may be satisfied by:

a. Completing a baccalaureate course with a C or better that meets the CSU General Education-Breadth or IGETC requirement in mathematical concepts and quantitative reasoning. To meet this requirement, the course must be above the level of intermediate algebra and have intermediate algebra as a stated, explicit prerequisite; or

b. Earning a 3, 4 or 5 on the Advanced Placement examination in mathematics (Calculus AB or Calculus BC); or

c. Earning a 560 or better score on the SAT II Mathematics tests, Level I, Level II or Level IIC (for details, see Item 47).

BEST COPY AVAILABLE

Intermediate algebra courses begun in fall 1988 or thereafter are not accepted as meeting CSU graduation requirements in general education and are not awarded baccalaureate credit. Intermediate algebra courses will, however, satisfy the high school subject requirement.

Intermediate algebra completed before fall 1988 will be accepted for baccalaureate credit only if it was offered for baccalaureate credit at the offering college at the time that it was taken. Intermediate algebra taken before fall 1988 can also be used to satisfy the General Education-Breadth requirement in mathematical concepts and quantitative reasoning and to provide exemption from the Entry Level Mathematics (ELM) examination. Continuous attendance is not required to receive baccalaureate credit providing the course was completed prior to fall 1988.

The U.S. History or U.S. History and Government Requirement may be satisfied by:

a. Completing coursework with a C or better that meets the CSU graduation requirements in United States history, constitution and American ideals (Section 40404, Title 5); or

b. Earning a 3, 4 or 5 on the Advanced Placement examination in American history; or

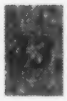
c. Earning a 470 or better score on the SAT II test in American history.

The Laboratory Science Requirement may be satisfied by:

a. Completing a baccalaureate course, with laboratory, with a C or better, that applies to the CSU General Education-Breadth requirement in the physical universe and its life forms or the IGETC requirement for physical and biological sciences; or

b. Earning a 3, 4 or 5 on the Advanced Placement examination in biology, chemistry or physics; or

c. Earning a 500 or better score on the SAT II test in biology, chemistry, or physics.



The Foreign Language Requirement may be satisfied by:

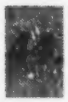
a. Earning a 3, 4 or 5 on the Advanced Placement examination in French, German, Latin or Spanish; or

b. Earning a 450 or better score on the SAT II test in Chinese, French, German, Hebrew, Italian, Japanese, Latin or Spanish; or

c. Waiver (see provisions on pages 11-13); or

d. Completing one year of baccalaureate study with a C or better of the same foreign language. Depending on campus policy, courses may also be used to satisfy general education requirements in arts, literature, philosophy and foreign language.

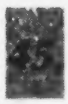
For admission purposes, one year of college level foreign language study (2 semesters or 3 quarters) is considered equivalent to two years of high school study.



The Visual and Performing Arts Requirement may be satisfied by:

a. Earning a 3, 4 or 5 on the Advanced Placement examination in art history, studio art or music; or

b. Completing a baccalaureate course with a C or better in the visual and performing arts that applies toward the CSU General Education-Breadth requirement in arts, literature, philosophy and foreign language.



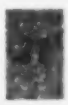
Electives—On a course-by-course basis, one or more years may be satisfied by:

a. Completing courses with a C or better that apply toward the CSU General Education-Breadth or IGETC requirements; or

b. Completing courses with a C or better in the liberal arts and sciences, beyond those courses listed above; or

c. Earning a 3, 4 or 5 on Advanced Placement examinations not listed above.

BEST COPY AVAILABLE



Placement Tests—ELM and EPT

The CSU requires new students to be tested in English and mathematics as soon as possible after they are admitted. These are not admission tests but a way to determine whether students are prepared for college work and, if not, to counsel students how to strengthen their preparation.

The English Placement Test (EPT)—The CSU English Placement Test must be completed by all non-exempt undergraduates* prior to placement in appropriate university English coursework. Exemptions from the test are given only to those who present proof of one of the following:

a. A score of 3, 4 or 5 on either the language and composition or the composition and literature examination of the College Board Advanced Placement program.

b. A score of 470 or above on the verbal section of the College Board Scholastic Aptitude Test (SAT) taken prior to March 1994.

c. A score of 470 or above on the verbal section of the College Board SAT I Reasoning Test taken between ***March 1994 and March 1995***.

d. A score of 550 or above on the verbal section of the College Board SAT I Reasoning Test taken ***on or after April 1, 1995.***

e. A score of 22 or above on the American College Testing (ACT) English Usage Test taken prior to October 1989.

f. A score of 25 or above on the enhanced ACT English Test taken October 1989 or later.

g. A score of 600 or above on the College Board Achievement Test in English Composition with essay taken prior to January 1994.

h. A score of 600 or above on the College Board SAT II Writing Test taken between ***January 1994 and March 1995.***

i. A score of 660 or above on the College Board SAT II Writing Test taken **on or after *April 1, 1995.***

j. For transfer students, completion and transfer to the CSU of a college course that satisfies the General Education-Breadth requirement or the Intersegmental General Education Transfer Curriculum requirement in English composition, provided such a course was completed with a grade of C or better.

*Undergraduates admitted with 56 or more transferable semester units and who are subject to a campus catalog or bulletin earlier than 1986-87 are not required to complete the EPT.

47. ***Entry Level Mathematics (ELM) Exam***—The ELM examination tests for entry level mathematics skills acquired through three years of rigorous college preparatory mathematics coursework (normally Algebra I, Algebra II and Geometry). All undergraduate students must take the test or be exempted from it prior to placement in appropriate university mathematics coursework. Specific policies regarding retesting and placement will be determined by the campus. Exemptions from the test are given only to those students who can present proof of one of the following:

a. A score of 3 or above on the College Board Advanced Placement mathematics examination (AB or BC).

b. A score of 560 or above on the mathematics section of the College Board SAT taken prior to March 1994.

c. A score of 560 or above on the mathematics section of the College Board SAT I Reasoning Test taken **on or after March 1, 1994.**

d. A score of 24 or above on the American College Testing Mathematics Test taken prior to October 1, 1989.

e. A score of 25 or above on the enhanced ACT Mathematics Test taken October 1989 and later.

f. A score of 560 or above on the College Board Mathematics Achievement Test Level I, Level II or Level IIC (Calculator) taken prior to March 1994.

g. A score of 560 or above on the College Board SAT II Mathematics Test Level I, Level II or Level IIC (Calculator) taken **on or after March 1, 1994**.

h. For transfer students, completion and transfer to the CSU of a college course that satisfies the General Education-Breadth requirement or the Intersegmental General Education Transfer Curriculum requirement in quantitative reasoning, provided such a course was completed with a grade of C or better.

Failure to take either of these tests, as required, before the end of the first semester or second quarter of enrollment may lead to administrative probation, which, according to Section 41300.1 of Title 5, California Code of Regulations, and CSU Executive Order No. 393, may lead to disqualification from future attendance.

General Education-Breadth Requirements

The CSU General Education-Breadth requirements are a program of coursework to be fulfilled as a condition for earning a baccalaureate degree from the California State University.

CSU provides transfers with two options for fulfilling lower division general education requirements prior to transferring to the CSU. The General Education-Breadth program is available to all CSU students, including both those who begin their collegiate study at a CSU campus and those who transfer to the CSU. The Intersegmental General Education Transfer Curriculum (IGETC) is another option that can be used only by California Community College transfers to satisfy lower division General Education-Breadth requirements.

General Education-Breadth

The CSU General Education-Breadth program requires, as a prerequisite to earning a baccalaureate degree, students to complete at least 48 semester units (72 quarter units) of general education courses. At least 9 semester units of these units must be upper division level.

General Education-Breadth requirements are designed so that, taken with the major depth program and electives presented by each baccalaureate candidate, they will assure that graduates have made noteworthy progress toward becoming truly educated persons. Particularly, the purpose of these requirements is to provide means whereby graduates will have:

a. Achieved the ability to think clearly and logically, to find information and examine it critically, to communicate orally and in writing, and to reason quantitatively;

b. Acquired appreciable knowledge about their own bodies and minds, about how human society has developed and how it now functions, about the physical world in which they live, about the other forms of life with which they share that world, and about the cultural endeavors and legacies of their civilizations;

c. Come to an understanding and appreciation of the principles, methodologies, value systems and thought processes employed in human inquiries.

The 48 semester units required for CSU General Education-Breadth are distributed as follows:

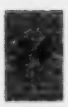
Area A A minimum of 9 semester units or 12 quarter units in **communication in the English language**, to include both oral communication and written communication, and, in critical thinking, to include consideration of common fallacies in reasoning.

Area B A minimum of 12 semester units or 18 quarter units to include inquiry into the **physical universe and its life forms**, with some immediate participation in laboratory activity, and into mathematical concepts and quantitative reasoning and their applications.

Area C A minimum of 12 semester units or 18 quarter units among the **arts, literature, philosophy and foreign languages.**

Area D A minimum of 12 semester units or 18 quarter units dealing with **human social, political and economic institutions** and behavior and their historical background.

Area E A minimum of 3 semester units or 4 quarter units in study designed to equip human beings for **lifelong understanding and development** of themselves as integrated physiological and psychological entities.



General Education-Breadth Program—Up to 39 of the 48 GE-Breadth units required can be transferred from and certified by a California Community College or other certifying institution. CSU campuses will accept certification of up to 39 semester units. Students who are certified with 39 semester units of lower division GE-Breadth units will be required to complete a minimum of 9 semester units of upper division general education work after transfer.

Intersegmental General Education Transfer Curriculum (IGETC)—An alternative to the lower division requirements of the CSU General Education-Breadth program is the Intersegmental General Education Transfer Curriculum (IGETC). IGETC requires completion of a minimum of 37 semester units of lower division work with a C grade or better in each course as specified below:

Area 1 ***English Communication***—Three courses required, one in English composition, one in critical thinking-English composition and one in oral communication (at least 9 semester units);

Area 2 ***Mathematical Concepts and Quantitative Reasoning***—One course (at least 3 semester units);

Area 3 ***Arts and Humanities***—At least three courses, with at least one from the arts and one from the humanities (at least 9 semester units);

Area 4 ***Social and Behavioral Sciences***—At least three courses from at least two disciplines or an interdisciplinary sequence (at least 9 semester units); and

Area 5 ***Physical and Biological Sciences***—Two courses, one physical science and one biological science; at least one must include a laboratory (at least 7 semester units).

The course requirements for all five areas of IGETC must be completed and certified by a California Community College. Partial certification (certification of "areas") is not allowed.

Completion of IGETC guarantees full completion of lower division general education requirements. A minimum of 9 semester units of upper division general education coursework will be required after transfer to a CSU campus. Because the IGETC is accepted by both the CSU and University of California, it may be a good option for students undecided about the system to which they wish to transfer. Courses used to satisfy IGETC requirements cannot be double counted to meet the graduation requirement in U.S. history, constitution and American ideals.

EST COPY AVAILABLE

Certification of General Education and Graduation Requirements

Although graduation requirements vary among CSU campuses, community colleges can ensure maximum compatibility between community college courses and CSU lower division General Education-Breadth requirements through utilization of the certification process. Executive Order (E.O.) No. 167 delegates to the California Community Colleges the authority to identify baccalaureate courses applicable to the CSU. E.O. No. 595 authorizes the California Community Colleges to designate courses that fulfill the General Education-Breadth requirements. Since 1982, community colleges also have been authorized to designate, using the provisions of E.O. No. 405, community college courses that fulfill the U.S. history, constitution and American ideals requirement.

All CSU campuses allow applicants who submit full or area certifications to double count courses for general education and *minor* requirements.

50.

Certification—CSU campuses accept full certification or subject-area certification by participating California Community College and other regionally accredited institutions. Students admitted to a CSU campus with full certification may not be held to any additional lower division general education requirements; students admitted to a CSU campus with subject-area certification may not be held to any additional lower division general education coursework in the subject areas certified. Neither full certification nor subject-area certification exempts students from unmet lower division graduation requirements that may exist outside of the general education program of the campus awarding the degree.

1. To qualify for full certification, a student must satisfactorily complete no fewer than 39 lower division semester units or 58 lower division quarter units of instruction distributed as follows, except as specified in Subsection 3 below:

    a. In Area A, no fewer than 9 semester units (12-15 quarter units), including instruction in oral communication, written communication and critical thinking.

    b. In Area B, no fewer than 9 semester units (12-15 quarter units), including instruction in physical science and life science—at least one part of which must include a laboratory component—and mathematics/quantitative reasoning.

    c. In Area C, no fewer than 9 semester units (12-15 quarter units), with at least one course in the arts and one in the humanities.

    d. In Area D, no fewer than 9 semester units (12-15 quarter units), with courses taken in at least two disciplines.

    e. In Area E, no fewer than 3 semester units (4-5 quarter units).

2. To qualify for subject-area certification, a student must satisfactorily complete instruction distributed as follows, except as specified in Subsection 3 below:

    a. For Area A, no fewer than 9 semester units (12-15 quarter units), including instruction in oral communication, written communication and critical thinking. A single course may not be certified as meeting more than one subarea for any given student.

    b. For Area B, no fewer than 9 semester units (12-15 quarter units), including instruction in physical science and life science—at least one part of which must include a laboratory component—and mathematics/quantitative reasoning. A single course may not be certified as meeting more than one subarea for any given student, except for laboratory components incorporated into a physical or life science course.

c. For Area C, no fewer than 9 semester units (12-15 quarter units), with at least one course in the arts and one in the humanities.

d. For Area D, no fewer than 9 semester units (12-15 quarter units), with courses taken in at least two disciplines.

e. For Area E, no fewer than 3 semester units (4-5 quarter units).

3. Exceptions to restrictions above may be made for programs in which instruction is integrated into a set of courses or into interdisciplinary courses designed to meet multiple objectives. Interdisciplinary courses in this case would be expected to be offered at an appropriately greater number of units.

Applying for Undergraduate Admission

Students seeking access to any of the 22 campuses of the California State University for a fall term may begin filing applications for admission in November of the previous year. CSU campuses distribute admission application booklets to California high schools and community colleges in their service areas. Additional booklets and applications are available from campus admission or outreach offices.

> ***Definition:*** **Application Filing Period**—In the CSU there are "application periods" for each term of entry. The first month that applications are accepted for each term is generally referred to as the "initial filing period." All campuses accept applications during the initial filing period. After the initial filing period, each campus accepts applications until campus or program (major) capacities are reached.

The initial filing period for any fall term is November 1-30 of the previous year, June 1-30 of the previous year for a winter quarter and August 1-31 of the previous year for spring semester or quarter.

To maximize chances of acceptance, applicants should submit applications during the first month of the filing period. CSU accepts most applications at the first-choice campus in the first-choice major during the initial filing period. Although multiple applications to CSU campuses usually are not necessary during the initial filing period, **students applying to an impacted program or an impacted campus should file more than one application.**

When designating an alternate campus, applicants should be certain that the major and/or alternate major is offered at that campus and is not impacted at that campus. Campus-specific limitations are noted in the admission application booklet.

Most CSU campuses make initial admission decisions for first-time freshman applicants whose GPAs are 3.00 and above on the basis of information reported by the student on the application for admission. Upon receipt of the application for admission, campuses will inform applicants of the appropriate time frame for submitting partial transcripts (if necessary) and other missing documents. All campuses require applicants to submit final high school transcripts that include graduation date.

Requests to Waive Admission Application Fees

The California State University has established policies and procedures to respond to the needs of students for whom payment of the admission application fee may constitute undue financial hardship. Eligibility for an application fee waiver is based on criteria approved by the U.S. Department of Education for federal Title IV financial aid programs and adopted by the Student Aid Commission for Cal Grant programs. A Request for Application Fee Waiver form is available at the admission office on any CSU campus.

Although the number of application waivers that can be awarded is constrained by both student eligibility for the application fee waiver and by CSU's budget limitations, CSU has been able to grant waivers to approximately 65 percent of the applicants requesting waivers.

Applicants whose requests for application fee waivers are denied will be notified by campuses of the appropriate procedures to ensure continued processing of admission applicants. All applications not accompanied by an application fee are held in abeyance. This means that the admission application processing has ceased until the application fee is paid or an appeal has been submitted and approved.

Impacted Undergraduate Programs

In the California State University, an undergraduate program or campus is designated as impacted when the number of applications received in the first month of the filing period is larger than the number of spaces available. Impacted programs or campuses are authorized to use supplementary admission criteria in screening applicants.

Students interested in an impacted program or campus must apply for admission during the first month of the filing period. Applicants to programs that are impacted at every CSU campus where offered should file multiple applications to maximize opportunity for admission. Impacted programs and campuses accept no applications for admission after the first month of the filing period.

Applicants to locally impacted programs (those where the program is impacted at one or more but not all campuses offering it) may select as an alternate campus one that offers the same program but which is not impacted in the program. In such cases, if the applicant is not accommodated in the locally impacted program or an alternative major at the first-choice campus, the application may be redirected to an alternate campus in the same major and the filing of additional applications is unnecessary. Applications cannot be redirected to other impacted campuses or programs.

Consideration for admission to any impacted program is contingent on first meeting the regular admission requirements for the CSU. Supplementary admission criteria are used to screen all applicants for admission to impacted programs, including those students currently enrolled at the campus in other majors and seeking to change to the impacted program.

Most majors are impacted at the upper division level only. Freshmen and lower division transfers generally are admitted as pre-majors and must complete prerequisite coursework at the campus prior to consideration for admission to the impacted major. However, all applicants, regardless of class level, are required to meet supplementary criteria for admission to the San Luis Obispo campus.

Each fall, programs identified as impacted are listed in the *CSU Review* together with a brief description of the supplementary admission criteria to be used by each program in screening applicants. Counselors and prospective applicants are cautioned that these statements are limited to a general overview of the criteria and that applicants should consult the campuses for further details, clarification or explanation.

Students should be sure that any transfer courses taken to satisfy CSU requirements are substantially equivalent in content to those required by the CSU campus.

California's Cross Enrollment Program

CSU undergraduate students have an opportunity to enroll without formal admission and without payment of an additional State University Fee in one course each academic term at a campus of the University of California or at participating campuses of the California Community Colleges. The cross enrollment program is open to California residents enrolled for a minimum of six units who have completed at least one term at their home campuses and who have a cumulative grade point average of at least 2.00. Eligibility for enrollment in a course offered by another segment is based upon appropriate academic preparation for the course as determined by the host campus. Although the host campus will not require the regular course fee, a $10 administration fee may be assessed for each term and students are expected to pay any course-related fees (lab, materials, computer use, etc.).

The cross enrollment program is designed to enhance the educational experience of California students by providing them with increased access to courses offered by campuses of other public higher education institutions. Students may speed progress toward meeting degree requirements by investigating course availability at campuses of other systems when they are unable to gain access to required courses at their home campus or are unable to find a course offered at a convenient time. Cross enrollment also expands educational horizons by providing students with opportunities to explore disciplines not offered by the home campus. Convenience may be the reason that students who live or work close to a campus of a different college or university may wish to take advantage of course availability at a local campus.

Information and applications for cross enrollment are available to CSU students from CSU offices of admission and records.

Four-Year Degree Programs

Students who wish to graduate in four years are encouraged to take advantage of CSU's four-year degree programs. Even though each CSU campus has developed a four-year program responsive to the needs of the campus community, the common core component of all four-year degree plans is a strong advisement program. Students are expected to meet with advisors each term to plan a program of study that will assure appropriate progress toward meeting degree requirements.

Graduating within four years requires commitment on the part of the student and the campus community. To graduate within four years, a **student must:**

a. Arrive with English and mathematics skills needed to handle the demands of university study;
b. Declare a major at the time of admission (or shortly thereafter) and not change majors;
c. Enroll in a minimum of 15 semester units each term;
d. Fulfill all academic, grade and coursework requirements;
e. Meet with an academic advisor on a regular basis and heed advice given;
f. Follow required administrative and academic policies and procedures; and
g. Meet the unit requirement (124-132 semester units) for the baccalaureate degree sought.

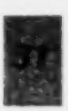
Campuses must:

a. Ensure regular academic counseling;
b. Provide required courses; and
c. Schedule sufficient class offerings.

CSU students often take time out of their college programs for personal reasons. This is a major cause of extended time-to-degree. In addition, one-third of CSU students work 30 or more hours per week and nearly three-fourths of CSU students work at least part time while attending classes. Balancing school, work and family obligations often diverts students from a primary empasis on their education. In spite of these multiple obligations, the actual enrolled time-to-degree for CSU first-time freshmen is 4.9 years.

If students choose to change majors, enhance their educational experience by taking additional courses, become involved in extracurricular activities, study abroad, engage in one or more internships, or work, they are unlikely to graduate within four years. While time is important, the quality of an educational experience is paramount. In education there is no substitute for a high-quality learning and growing experience.

CSU is committed to enabling students to control their academic destiny and to ensuring that no obstacles deter students from proceeding toward their educational goals at the pace they prefer, whether that be the enrolled time-to-degree equivalent of three years, four years, six years or more.



Information Sources

CSUPER-Net—The California State University Profiles in Educational Resources Network, CSUPER-Net (pronounced "super-net") is a comprehensive electronic library of information about admission to the CSU. CSUPER-Net is a computer dial-up system allowing access to information about CSU admission procedures, degree programs, educational costs, financial aid, student support services, academic calendars, selected telephone directories, CSU news bulletins and CSU admission publications and videos. CSUPER-Net also offers electronic mail and teleconferencing services to registered users.

Technical assistance is available at (209) 278-4872.

CSUPER-Net provides prospective students, school counselors and members of the general public with useful, timely information about a wide variety of services and educational resources offered by the California State University. CSUPER-Net is a service of the California State University and is provided without charge to members of the general public. There is no limit to the number of calls each person can make, and there are no time limitations restricting the length of a call. The only cost for utilizing CSUPER-Net is the telephone toll charge (message units, long distance) billed to the caller's telephone just as if making a conventional voice call.

CSU Review—Four times a year, in September, November, February and April, the California State University Office of the Chancellor publishes a newsletter, *CSU Review*, for high school and community college counselors and instructors. Articles focus on CSU admission criteria and procedures, academic programs and majors, financial aid and student fees, outreach, housing and other information important to parents and students planning for college.

Multiple copies of the *CSU Review* are mailed to directors of counseling at all California Community Colleges, public and private high schools, junior highs and intermediate schools, and K-12 private schools, for redistribution at the schools. Copies also are provided on a regular basis to independent counselors and others interested in the ongoing admission procedures of the California State University.

World Wide Web—CSU Home Pages provide information about the CSU and the 22 campuses—http://www.calstate.edu/

Electronic Application—The CSU Undergraduate Application for Admission is available in an electronic format. Macintosh and IBM-compatible disks are available free of charge from CSU campuses, high schools and community colleges. The CSU Undergraduate Application also is incorporated in the College View Network.

Brief Summary of Residence Requirements

Prepared by the Office of General Counsel
January 1995

Facts relative to a determination of an individual's residence are obtained from information furnished by the student in completing an application for admission. The college or university to which the application is made will consider the relevant facts and make a determination of resident status. Prior to the submission of an admission application, it is not possible to determine an individual's residence status. Residence determinations are made by the campuses. After a campus determination, the Office of General Counsel handles the appeals of students classified as nonresidents.

The laws of California distinguish between residents and nonresidents for tuition purposes. The authority to classify a student as a resident for tuition purposes may be exercised only in accordance with the law. The California State University does not have the authority to waive the law.

The statutes governing residence determination for tuition purposes are found in Education Code Sections 68000-68090, 68121, 68124, 68130-68133, 89705-89705.5 and 90403 and in Title 5 of the California Code of Regulations, Article 4 (commencing with Section 41901 of Subchapter 5 of Chapter 1, Part V).

Generally, a student is eligible for a resident classification for tuition purposes if the student has established *and* maintained a California residence for at least one year immediately preceding the residence determination date. The residence determination dates for each academic term are:

Quarter Term Campuses		**Semester Term Campuses**	
Fall	September 20	Fall	September 20
Winter	January 5	Winter (Stanislaus only)	January 5
Spring	April 1	Spring	January 25
Summer	July 1		

In order for an adult student to establish a California residence, there must be a combination of act and intent. In other words, physical presence alone will not result in the establishment of a California residence. It is also necessary that at the same time as physical presence, there must be an intent to regard California as one's permanent home. Although physical presence is easily proven, subjective intent is more difficult, requiring the student to present evidence of various objective manifestations of such intent. Included among these manifestations would be such indices as where one votes, has property, registers a motor vehicle, pays state income tax and the state in which one maintains a driver's license. The proof required to establish eligibility for a resident classification will vary from case to case because residence determinations are based on a subjective evaluation of the student's residential intent. An adult student's residency is determined by the student's actions and not by the actions of the student's spouse or parents.

If the student is under age 18, unmarried and unemancipated, the student's residence is derived from (and therefore is the same as) that of the parent with whom the student resides or last resided. The residence of an unmarried, unemancipated minor cannot be changed by the act of the minor or that of the minor's guardian, so long as the minor's parents are living.

An alien may establish residence unless precluded by the Immigration and Nationality Act from establishing domicile in the United States.

Presence in the state under military orders of a student does not, in itself, entitle the student to resident status. In fact, only clear and unambiguous evidence of an intention to abandon the old domicile and adopt a new residence will suffice for a person in the armed forces of the United States who comes to a jurisdiction in obedience to orders.

With respect to a continuing nonresident student who seeks reclassification as a resident student, Education Code Section 68044 requires that the financial independence status of that student be included among the factors considered in determining the student's residence status. A student's residency will not be based solely on whether or not he or she meets the financial independence test; it will be based on an evaluation of all the factors.

BEST COPY AVAILABLE

There are several exceptions for nonresident tuition. These exceptions are limited in scope and are quite detailed. If it appears that any of them may be applicable, the student should discuss the matter with the residence clerk of the campus after making application for admission. Some of the exceptions provide for:

1. A person under the age of 19 who remains in California when his or her parents who were residents of California left the state while the student was still a minor. This exemption continues for one year after the student reaches the age of 18.
2. A minor who has been present in California for more than one year prior to the residence determination date and entirely self-supporting for that period of time. This exception applies only until the student has resided in the state the minimum time necessary to become a resident.
3. A person below the age of 19 who has lived with and has been under the continuous direct care and control of an adult, not a parent, for two years immediately preceding the residence determination date. Such adult must have been a California resident for the most recent year. This exception continues for one year after the student reaches the age of 18.
4. Dependent children and dependent spouses of armed services personnel who are stationed in California on active duty on the residence determination date.
5. Military personnel stationed in California on active duty on the residence determination date for purposes other than education at state-supported institutions of higher education. This exception applies only until the student has resided in the state the minimum time necessary to become a resident.
6. Dependent children of a California resident who has been a California resident for the most recent year. This exception continues until the student has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.
7. Graduates of any school located in California that is operated by the United States Bureau of Indian Affairs, including, but not limited to, the Sherman Indian High School. This exception continues so long as continuous attendance is maintained by the student at an institution.
8. Certain credentialed, full-time employees of school districts.
9. Full-time California State University employees and their children and spouses. This exception is also available to an employee of any state agency employed on or after January 1, 1985, who is assigned to work outside the state and the spouse and children of such an employee. This exception applies only until the student has resided in the state the minimum time necessary to become a resident.
10. Certain exchange students.
11. Children of deceased public law enforcement or fire suppression employees who were California residents and who were killed in the course of law enforcement or fire suppression duties.

Any student, following a final decision on campus on his or her residence classification, may make a written appeal to:

The California State University
Office of General Counsel
400 Golden Shore
Long Beach, California 90802-4275

Any appeal submitted by a student must be received by the Office of General Counsel within 120 calendar days of notification of the final decision by the campus.

You are cautioned that this is a summary of the rules regarding residence determination and is by no means a complete explanation of their meaning. Furthermore, changes may be made in the rate of nonresident tuition or in the applicable statutes and regulations.

Questions should be directed to the local CSU admission officer.

Other Provisions for Admission

Title 5 of the California Code of Regulations provides for the admission of various categories of students not regularly eligible under current admission requirements. The number of students that can be accommodated under these provisions is limited. Admission under these categories is determined by the campus and is constrained by program demand and availability. The numbers in parentheses indicate Title 5 sections authorizing the respective special admission provisions.

51. ***General Exceptions***—An applicant who is not otherwise eligible for admission as either a first-time freshman or as a transfer student with fewer than 56 units may be admitted to a campus provided that the number of applicants enrolled in the California State University under this provision for any college year shall not exceed 4 percent of all undergraduate students who enrolled for the first time in CSU during the previous college year exclusive of those who enrolled after being admitted under this provision. (40900)

52. ***Exceptions for Applicants to Special Compensatory Programs***—An applicant who is not otherwise eligible for admission either as a first-time freshman or as a transfer student with fewer than 56 units may be admitted to a campus provided that he or she is a disadvantaged applicant for whom special compensatory assistance is available. Disadvantaged applicant means an applicant who comes from a low-income family, who has the potential to perform satisfactorily on the college level, but who has been and appears to be unable to realize that potential without special assistance because of economic, cultural or educational background or environment. The number of applicants enrolled in the CSU for any college year shall not exceed 4 percent of all undergraduate students enrolled during the previous college year exclusive of those who enrolled after being admitted under this provision. (40901)

53. ***Adult Students***—An applicant who has attained the age of 25 and is a high school graduate may be admitted to a campus as an adult student if the applicant's preparation and ability are such that, in the judgment of the appropriate campus authority, the probability of the student's academic success is equivalent to that of regularly eligible high school graduates, and the applicant demonstrates competency in entry level skills. (40756)

54. ***Adult Students***—An applicant who has attained the age of 25 years and is a high school graduate may be admitted to a campus if the applicant was not enrolled as a full-time student for more than one academic term within the previous five-year period and if for any college work completed during that five-year period the applicant received a C average and if the applicant's motivation, preparation and ability are such that, in the judgment of the appropriate campus authority, the probability of academic success is equivalent to that of other regularly admitted transfer students. (40807)

55. ***Veterans***—An applicant who is not otherwise eligible as an adult student may be admitted to a campus as a first-time freshman if the applicant is an "eligible veteran" as that term is defined in subdivision (a) (1) of Section 1652, Title 38, United States Code, and is a California resident. (40756.1)

56. ***Veterans***—An applicant who is not eligible for admission as a first-time freshman on the basis of the admission requirements in effect at the time of application for admission as an undergraduate transfer, who has not completed 56 units of college credit, and who is not otherwise eligible may be admitted to a campus as an undergraduate transfer if the applicant is an "eligible veteran" as that term is defined in subdivision (a) (1) of Section 1652, Title 38, United States Code, and is a California resident. (40805.1)

BEST COPY AVAILABLE

Particular Major—Applicants not eligible for admission as transfers but who meet the college preparatory subject requirements, the transfer grade point average requirement, and are in good standing may be admitted under the provisions of Section 40805 of Title 5. To be eligible for admission under this section, the applicant's degree objective must be such that 56 transferable semester (84 quarter) units of appropriate coursework are not offered at the college from which the applicant seeks to transfer and the applicant has completed that portion of the curricular program required by the campus for the degree objective, as is offered at the college from which the applicant seeks to transfer. Prospective students should consult with campus admission officers to determine eligibility under this provision. (40805)

Other Applicants—An applicant who is eligible for admission as a first-time freshman on the basis of admission requirements in effect at the time of application as an undergraduate transfer or who has completed 56 or more semester units (84 quarter units) of transferable college credit may be admitted to a campus if, in the judgment of the appropriate campus authority, the applicant can succeed at the campus. (40806)

Admission Coding

Basis for Admission

The Admission Basis Code identifies how a student was first admitted to the reporting campus (not to the CSU system) under requirements defined in Title 5 of the State of California Code of Regulations or in Executive Orders of the Chancellor. For undergraduates, the code indicates the original basis for admission in a regular session and will not change as long as the student is an undergraduate at that campus. When a student becomes a postbaccalaureate or graduate student (has earned a baccalaureate degree) a new code is assigned.

A complete statement of admission requirements may be found in Title 5. Abbreviated statements of the requirements and the applicable codes are as follows. The numbers in parentheses indicate Title 5 sections.

Admission as a First-Time Freshman

A Applicants who are California residents or graduates of a California high school (40753)

B Applicants who are neither California residents nor graduates of a California high school (40754)

C Applicants who are graduates of foreign secondary schools (40755)

D Applicants who are adult students (40756) and full-time permanent or probationary employees (41804e)

E Veterans as defined in Section 1652, Title 38, U.S. Code (40756.1)

F Applicants to curricula of less than four years (40757)

H All exceptions admitted under subsection (a) (40900) who are **not** classified as disadvantaged

I Exceptions admitted under subsections (a) and (b) (40901) who are classified as disadvantaged

L Students admitted in pilot programs under Section 41250

M Students determined to be eligible on the basis of the High School Proficiency Examination [SA 75-74 (P)]

Note: High school students (40758) are classified as Transitory Students.

Admission as an Undergraduate Transfer

N Applicants who are California residents and who have completed 56 units of transferable college credit (40803)

O Applicants with fewer than 56 units, 2.0 GPA, eligible under 1965 standards (40804)

P Applicants with fewer than 56 units, 2.0 GPA, eligible under "grandfather" clause (40804)

Q Applicants with particular majors (40805)

R Veterans as defined in Section 1652, Title 38, U.S. Code (40805.1)

S Other applicants (40806) (41804e)

T All exceptions admitted under subsection (a) (40900) who are not classified as disadvantaged

U Exceptions admitted under subsections (a) and (b) (40901) who are classified as disadvantaged

V Applicants who are not California residents and who have completed 56 units of transferable college credit (40803.1)

W Applicants who are adult students (40807)

X Students who were regularly admissible except for deficiencies in high school course pattern which have been corrected after graduation from high school (40804.1)

Y Students admitted in pilot programs under Section 41250

Z Students determined to be eligible on the basis of the High School Proficiency Examination [SA 75-74 (P)]

Admission as a Transitory Student

G Applicants who are high school students (40758)

J Visitors for a specific quarter or semester term (40808)

K Concurrent enrollees (SA 74-17)

Eligibility Index Table for California High School Graduates or Residents of California*

GPA	ACT Score	SAT I Score
3.00 and above qualifies with any score		
2.99	10	510
2.98	10	520
2.97	10	530
2.96	11	540
2.95	11	540
2.94	11	550
2.93	11	560
2.92	11	570
2.91	12	580
2.90	12	580
2.89	12	590
2.88	12	600
2.87	12	610
2.86	13	620
2.85	13	620
2.84	13	630
2.83	13	640
2.82	13	650
2.81	14	660
2.80	14	660
2.79	14	670
2.78	14	680
2.77	14	690
2.76	15	700
2.75	15	700
2.74	15	710
2.73	15	720
2.72	15	730
2.71	16	740
2.70	16	740
2.69	16	750
2.68	16	760
2.67	16	770
2.66	17	780
2.65	17	780
2.64	17	790
2.63	17	800
2.62	17	810
2.61	18	820
2.60	18	820
2.59	18	830
2.58	18	840
2.57	18	850
2.56	19	860
2.55	19	860
2.54	19	870
2.53	19	880
2.52	19	890
2.51	20	900
2.50	20	900
2.49	20	910
2.48	20	920
2.47	20	930
2.46	21	940
2.45	21	940
2.44	21	950
2.43	21	960
2.42	21	970
2.41	22	980
2.40	22	980
2.39	22	990
2.38	22	1000
2.37	22	1010
2.36	23	1020
2.35	23	1020
2.34	23	1030
2.33	23	1040
2.32	23	1050
2.31	24	1060
2.30	24	1060
2.29	24	1070
2.28	24	1080
2.27	24	1090
2.26	25	1100
2.25	25	1100
2.24	25	1110
2.23	25	1120
2.22	25	1130
2.21	26	1140
2.20	26	1140
2.19	26	1150
2.18	26	1160
2.17	26	1170
2.16	27	1180
2.15	27	1180
2.14	27	1190
2.13	27	1200
2.12	27	1210
2.11	28	1220
2.10	28	1220
2.09	28	1230
2.08	28	1240
2.07	28	1250
2.06	29	1260
2.05	29	1260
2.04	29	1270
2.03	29	1280
2.02	29	1290
2.01	30	1300
2.00	30	1300
Below 2.00 does not qualify for regular admission		

** Reflects recentering of SAT I tests taken in April 1995 and thereafter. Qualifying scores for SAT I tests taken prior to April 1995 that have not been recentered can be determined by subtracting 100 from the SAT I scores shown in the table.*

Eligibility Index Table for Nonresident or Nongraduates of California High Schools*

GPA	ACT Score	SAT I Score	GPA	ACT Score	SAT I Score	GPA	ACT Score	SAT I Score	GPA	ACT Score	SAT I Score	GPA	ACT Score	SAT I Score
3.61 and above qualifies with any score			3.37	17	810	3.13	22	1000	2.89	27	1190	2.65	32	1390
3.60	13	630	3.36	17	820	3.12	22	1010	2.88	27	1200	2.64	32	1390
3.59	13	630	3.35	18	830	3.11	22	1020	2.87	27	1210	2.63	32	1400
3.58	13	640	3.34	18	830	3.10	23	1030	2.86	27	1220	2.62	32	1410
3.57	13	650	3.33	18	840	3.09	23	1030	2.85	28	1230	2.61	32	1420
3.56	13	660	3.32	18	850	3.08	23	1040	2.84	28	1230	2.60	33	1430
3.55	14	670	3.31	18	860	3.07	23	1050	2.83	28	1240	2.59	33	1430
3.54	14	670	3.30	19	870	3.06	23	1060	2.82	28	1250	2.58	33	1440
3.53	14	680	3.29	19	870	3.05	24	1070	2.81	28	1260	2.57	33	1450
3.52	14	690	3.28	19	880	3.04	24	1070	2.80	29	1270	2.56	33	1460
3.51	14	700	3.27	19	890	3.03	24	1080	2.79	29	1270	2.55	34	1470
3.50	15	710	3.26	19	900	3.02	24	1090	2.78	29	1280	2.54	34	1470
3.49	15	710	3.25	20	910	3.01	24	1100	2.77	29	1290	2.53	34	1480
3.48	15	720	3.24	20	910	3.00	25	1110	2.76	29	1300	2.52	34	1490
3.47	15	730	3.23	20	920	2.99	25	1110	2.75	30	1310	2.51	34	1500
3.46	15	740	3.22	20	930	2.98	25	1120	2.74	30	1310	2.50	35	1510
3.45	16	750	3.21	20	940	2.97	25	1130	2.73	30	1320	2.49	35	1510
3.44	16	750	3.20	21	950	2.96	25	1140	2.72	30	1330	2.48	35	1520
3.43	16	760	3.19	21	950	2.95	26	1150	2.71	30	1340	2.47	35	1530
3.42	16	770	3.18	21	960	2.94	26	1150	2.70	31	1350	2.46	35	1540
3.41	16	780	3.17	21	970	2.93	26	1160	2.69	31	1350	2.45	36	1550
3.40	17	790	3.16	21	980	2.92	26	1170	2.68	31	1360	Below 2.45 does not qualify for regular admission		
3.39	17	790	3.15	22	990	2.91	26	1180	2.67	31	1370			
3.38	17	800	3.14	22	990	2.90	27	1190	2.66	31	1380			

** Reflects recentering of SAT I tests taken in April 1995 and thereafter. Qualifying scores for SAT I tests taken prior to April 1995 that have not been recentered can be determined by subtracting 100 from the SAT I scores shown in the table.*

Definitions

Academic year: A period of time from the start of the fall semester or quarter, usually in September, but occasionally in August or October, and continuing through the completion of the spring semester or quarter, usually in May or June.

Attendance during a term is established if it results in a record of enrollment for that term on the official transcript of an accredited college, regardless of the length of time, grade(s) received or the number of courses completed.

Baccalaureate (degree, program, etc.) denotes a level of education marked by the completion of the equivalent of four or more years of full-time education (at least 124 semester units or 180 quarter units). Baccalaureate level refers to courses that meet requirements for the baccalaureate degree, also called a "four-year" or "bachelor's" degree.

Catalog rights refers to the specific set of requirements, as established in a CSU catalog for a specific year, which the student must satisfy to qualify for a degree.

Certification: An official notice, either on the transcript or on a certification form, provided by a community college verifying that a transfer student has completed courses satisfying all or a portion of CSU lower division general education requirements. "Certified courses" refers to community college courses that the community college has certified and that the CSU has agreed to accept as fulfilling its lower division general education or American instititions requirements.

College or university refers to a regionally accredited institution that offers courses generally accepted as appropriate toward meeting baccalaureate degree requirements. Institutions that are specialized in nature may not meet this definition.

Community Colleges: Institutions of higher education which award associate ("two-year") degrees and vocational certificates, and which offer classes that can be transferred to a four-year college or university and applied toward a baccalaureate degree.

Continuous attendance requires attendance in at least one course for at least one regular semester or two regular quarters in each calendar year at a regionally accredited college or university; a requirement to retain catalog rights for a given year.

Electives: Courses that are not used to meet specific major, general education or graduation requirements, but can be used to complete the total units required for a degree.

Eligibility index is a weighted combination of high school grade point average and a score on either the American College Test (ACT) or the Scholastic Assessment Test (SAT). The ***eligibility index is calculated*** by multiplying the grade point average by 800 and adding the total score of the SAT I (GPA x 800 + SAT I). When using the ACT score, the eligibility index is calculated by multiplying the grade point average by 200 and adding 10 times the composite score from the ACT (GPA x 200) + (10 x ACT).

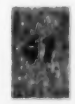
Five-semester average is based on grades 10, 11 and the first half of grade 12. A **four-semester average** is based on grades 10 and 11.

Freshman: Refers to the first year of study for an associate or bachelor's degree. Students who have completed 1-29 semester units are considered freshmen.

General education encompasses courses in the arts and sciences that provide students with a broad educational experience. Courses typically are introductory in nature and provide students with fundamental skills and knowledge in mathematics, English, arts, humanities, and physical, biological and social sciences. Completion of a general education program is required to earn a baccalaureate degree from the CSU.

General Education-Breadth requirements refers to a specific program of general education courses that a student must complete as a prerequisite to being awarded a baccalaureate degree.

Good standing requires that, at the time of application for admission to the CSU and at the time of admission, the applicant was not under disciplinary or academic suspension, dismissal, expulsion or similar action by the last college or university attended or was not under disciplinary suspension, dismissal, expulsion or similar action at any CSU institution.



Graduation requirements refer to units, courses, examination or academic programs that must be completed to obtain a baccalaureate degree. Graduation requirements include major, general education, U.S. history, constitution and American ideals, and elective courses, as well as campus-specific requirements.

Impacted refers to campuses, programs or majors that receive more applications during the initial application filing period than can be accommodated. A major may be impacted on one campus, several campuses or all campuses where offered.

Initial application filing period is defined as the first month in which applications for admission for an academic term are accepted by CSU campuses. Applications to impacted programs of study must be filed during this period.

Institution of Origin: The institution of origin for students as undergraduate transfers is defined as the college or university where the student completed the most transferable units.

Intersegmental General Education Transfer Curriculum (IGETC) is a program of courses that can be completed at a California Community College to satisfy all lower division general education requirements at any CSU or UC campus.

Junior: Refers to the third year of study for a bachelor's degree. Students who have completed 60-89 semester units are considered juniors.

Lower division: Programs or courses designed for the first two years or within the first 59 semester units of study toward a baccalaureate degree, often taken at a community college and transferred to a university. Also refers to freshmen and sophomores.

Program: A specified set of courses required to achieve a specific objective or degree, such as general education or major requirements.

Quarter is a term offered within an academic year, marking the beginning and end of classes. In the CSU, 6 campuses are on the quarter system. Each quarter is 10 weeks in length, and there are three quarters (fall, winter, spring) per academic year. Four CSU campuses also have a summer quarter.

Semester is a term within an academic year marking the beginning and end of classes. In the CSU, 16 of the 22 campuses are on the semester system. Each semester is 15 weeks in length, and there are two semesters (fall and spring) in an academic year. CSU Stanislaus is on a modified semester system.

Senior: Refers to the final year of study for a baccalaureate degree. Students who have completed 90 or more semester units are considered seniors.

Sophomore: Refers to the second year of study for a bachelor's degree. Sophomore status is usually attained by completing 30-59 semester units.

Term is a specific period of the year during which classes are in session. Examples include fall term and spring term. See Quarter and Semester.

Transfer units are courses that are transferable for baccalaureate credit to the CSU or another college or university.

Transferable units are credit values for courses recommended by the faculty of a regionally accredited college or university and either certified or otherwise designated as appropriate for baccalaureate credit by the institution and therefore acceptable at least as elective credit by the CSU.

Undergraduate is an enrolled student who has not completed a baccalaureate degree; a freshman, sophomore, junior or senior. It is also used to denote baccalaureate level programs and courses.

Unit: A measure of credit earned for course completion. A unit is based on the number of hours of instruction per week required in the classroom and/or lab or in independent study. A course earning 3 semester units will usually meet 3 hours a week. One quarter unit is equal to 2/3 of one semester unit.

Upper division: Programs or courses designed for the third and fourth (junior and senior) years of study toward a baccalaureate degree. These courses are not offered by community colleges, and they often require completion of prerequisite courses. Also refers to junior and senior students.

CSU Campus Admission and Evaluation Personnel

CSU campuses have designated the following individuals (or their representatives) to respond to specific questions about admission and evaluation:

CSU Campuses	Admission	Evaluation
Bakersfield	*Homer S. Montalvo* (805) 664-3036	*Debbie Blowers* (805) 664-2258
Chico	*Kenneth C. Edson* (916) 898-6321	*Kenneth C. Edson* (916) 898-6321
Dominguez Hills	*Jacquie Thompson* (310) 516-3607	*Judy Richey* (310) 516-3645
Fresno	*Yolanda Deleon* (209) 278-2191	*Pat Hole* (209) 278-6281
Fullerton	*Nancy J. Dority* (714) 773-2370	*Joyce Preston* (714) 773-2396
Hayward	*Maria DeAnda-Ramos* (510) 885-3983	*Maria DeAnda-Ramos* (510) 885-3983
Humboldt	*Margi Stevenson* (707) 826-4402	*Ginny Kelly* (707) 826-4402
Long Beach	*Gloria Kapp* (310) 985-8410	*Susan Alvarez* (310) 985-5863
Los Angeles	*David J. Godoy* (213) 343-3103	*Cindy Leiby-Smith* (213) 343-3767
Maritime Academy	*Albert T. Perkins* (707) 648-4224	*Albert T. Perkins* (707) 648-4224
Monterey Bay	*Beth Appenzeller* (408) 582-3518	*Trudy Resurrecion* (408) 582-3518
Northridge	*Lorraine Newlon* (818) 885-3700	*Mary Baxton* (818) 885-3700
Pomona	*Rose Smith* (909) 869-2989	*Vacant* (714) 869-3290
Sacramento	*Sue Halverson* (916) 278-7972	*Jeanne Novosel* (916) 278-7750
San Bernardino	*Lydia Ortega* (909) 880-5202	*Kathryn Miller* (909) 880-5217
San Diego	*Carolyn Marland* (619) 594-4331	*Rita Cajoli* (619) 594-4915
San Francisco	*Patricia Wade* (415) 338-7229	*Patricia Wade* (415) 338-7229
San Jose	*Kathy Amirdash* (408) 924-2013	*Winona DeBree* (408) 924-2004
San Luis Obispo	*James Maraviglia* (805) 756-2311	*Tom Zuur* (805) 756-2396
San Marcos	*Kathleen D. Fanella* (619) 750-4800	*Kathleen D. Fanella* (619) 750-4800
Sonoma	*Frank Tansey* (707) 664-2326	*Louis Naranjo* (707) 664-2779
Stanislaus	*Edward Aubert* (209) 667-3256	*Judy Tiger* (209) 667-3680

References

"Admission Requirements: Comprehensive Pattern of Collegiate Preparatory Subjects for First-time Freshmen." Committee on Educational Policy of the Board of Trustees, *The California State University Agenda*, November 12-13, 1985.

"Admission Status Report: Implementation of the College Preparatory Course Requirement." Committee on Educational Policy of the Board of Trustees, *The California State University Agenda*, July 15-16, 1991.

"Approved Alternative Programs for Completing the Comprehensive Pattern of Collegiate Preparatory Subjects," Executive Order No. 521. The California State University, February 19, 1988.

The *CSU Review*. The California State University.

California Code of Regulations: Title 5, Education Sections 40750-40905.

Data Element Dictionary. The California State University, 1995.

"Determination of Competence in Entry Level Mathematics," Executive Order No. 582. The California State University, January 6, 1992.

"Evaluation of Nontraditional Credits and Grades in Determining Eligibility of Admission," Executive Order No. 366. The California State University, November 1, 1981.

"General Education-Breadth Requirements," Executive Order No. 595. The California State University, November 20, 1992.

"Graduation Requirements in United States History, Constitution and American Ideals," Executive Order No. 405. The California State University, November 15, 1982.

"Impacted Programs and Campuses (Undergraduate)," Executive Order No. 563. The California State University, January 1, 1991.

"Revised SAT I/II Scores for Exemption from EPT/ELM," AA95-1. The California State University, January 12, 1995.

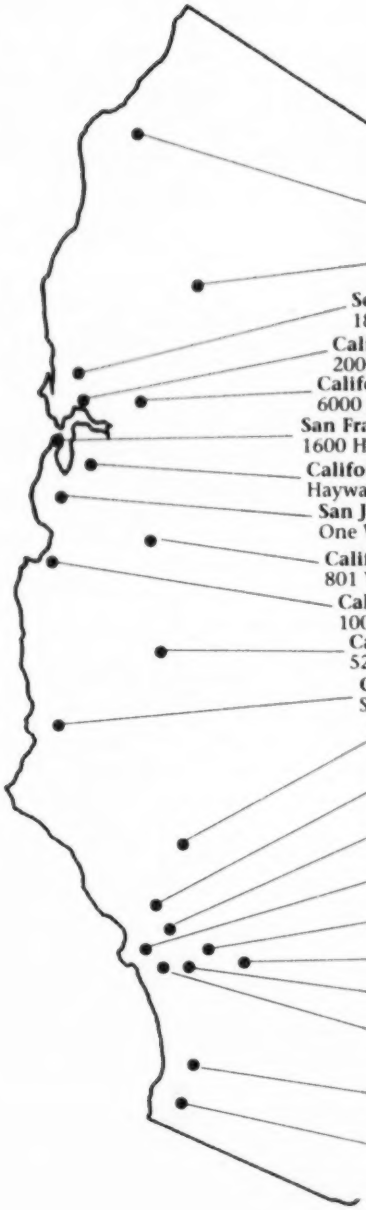
"Statement on Competencies in Languages Other than English Expected of Entering Freshmen: Phase I —French, German, Spanish." The Academic Senates of the California Community Colleges, The California State University and the University of California, December 1986.

"Statement on Competencies in Mathematics Expected of Entering Freshmen." The Academic Senates of the California Community Colleges, The California State University and the University of California. Revised February 1988.

"Transfer of Credit," Executive Order No. 167. The California State University, January 26, 1973.

94 75651

The California State University



Humboldt State University (1913) • S
Admissions and Records Office, 1 Harpst Street, Arcata 95521-4957 • (707) 826-4402

California State University, Chico (1887) • S
1st and Normal Streets, Chico 95929-0720 • (916) 898-6321

Sonoma State University (1960) • S
1801 East Cotati Avenue, Rohnert Park 94928 • (707) 664-2778

California Maritime Academy (1929) • S
200 Maritime Academy Drive, Vallejo 94590 • (707) 648-4222

California State University, Sacramento (1947) • S
6000 J Street, Sacramento 95819-6048 • (916) 278-6111

San Francisco State University (1899) • S
1600 Holloway Avenue, San Francisco 94132-4002 • (415) 338-2411

California State University, Hayward (1957) • Q
Hayward 94542-3035 • (510) 885-3811

San Jose State University (1857) • S
One Washington Square, San Jose 95192-0009 • (408) 924-2000

California State University, Stanislaus (1957) • Q
801 West Monte Vista Avenue, Turlock 95380 • (209) 667-3151

California State University, Monterey Bay (1995) • S
100 Campus Center Drive, Seaside, CA 93955-8001 • (408) 582-3338

California State University, Fresno (1911) • S
5241 North Maple Avenue, Fresno 93740-0057 • (209) 278-2261

California Polytechnic State University, San Luis Obispo (1901) • Q
San Luis Obispo 93407 • (805) 756-2311

California State University, Bakersfield (1965) • Q
9001 Stockdale Highway, Bakersfield 93311-1099 • (805) 664-3036

California State University, Northridge (1958) • S
18111 Nordhoff Street, Northridge 91330-8207 • (818) 885-3700

California State University, Los Angeles (1947) • Q
5151 State University Drive, Los Angeles 90032-8530 • (213) 343-3901

California State University, Dominguez Hills (1960) • S
1000 East Victoria Street, Carson 90747 • (310) 516-3696

California State Polytechnic University, Pomona (1938) • Q
3801 West Temple Avenue, Pomona 91768-4003 • (909) 869-2000

California State University, San Bernardino (1960) • Q
5500 University Parkway, San Bernardino 92407-2397 • (909) 880-5200

California State University, Fullerton (1957) • S
P.O. Box 34080, Fullerton 92634-9480 • (714) 773-2300

California State University, Long Beach (1949) • S
1250 Bellflower Boulevard, Long Beach 90804-0106 • (310) 985-5471

California State University, San Marcos (1989) • S
Admissions and Records Office, San Marcos 92096-0001 • (619) 750-4800

San Diego State University (1897) • S
5500 Campanile Drive, San Diego 92182-7455 • (619) 594-6871

S-Semester system
Q- Quarter system

BEST COPY AVAILABLE